



INTRO to Humanities Online HUM 1020 Syllabus Summer 2023

Course Information

Course Title: **Introduction to Humanities HUM 1020 / Online / SUMMER**

CRN: 30038

Course number with Section: HUM 1020 01

Course Description: Emphasizing the reasons for and humanity of creativity, this bridge course to the humanities encourages student appreciation of the humanities through experience and exploration of resources in some or all of the following: literature, art (various media), philosophy, religion, music, film, television, dance, architecture, drama and photography.

Course Location: **Online**

Course Day and Time: **Online May 24 – July 17**

Prerequisites: Minimum grade of "C" in ENC 1101

Corequisites: None

Instructor Information

Name: Elias J. Paulk

Office Location: **Building 7 Rm 1**

Office Hours: Mondays 8am to 12 pm & by appointment as needed

Tuesdays 9 am to 12 pm

Wednesdays 8am to 12 pm

Thursdays 8am to 12 pm

Phone Number: **(850) 973-9413**

Email: paulke@nfc.edu

Instructor Response Time for Phone/Email: All emails and phone calls should be answered by the instructor within two business days.

Response Time for Posting Grades on D2L: **7 Days**

Department Chair: **Michelle Ginn**

Department Chair Email: ginnm@nfc.edu

Required Curriculum/Textbook and Course Materials

Required Textbook: **Free Online Textbook or files provided by professor in D2L.**

Required Course Materials/Supplies: Minimum Technological Requirements and Skills: Access to a computer with a webcam and high-speed Internet access for completing assignments and

accessing online materials made available on D2L. Access to a MS Word processing program that can be read by turnitin.com to complete papers.

Grading Policy and Assessment Methods

Course Grading/Student Performance Evaluation: **COURSE GRADING/EVALUATIONS:**

COURSE GRADING/EVALUATIONS:

Exams-- Forty percent (40%) of the final grade will come from (2) online exams: a Midterm and a Final. The exams will be multiple choice short answer and essay. A heavy emphasis will be given toward the essay portion of the exam which will evaluate the student's synthesis of the material. They will be placed under the "Quizzes" section in D2L one week before the due date. You will only be allowed to take the test once in one sitting. You will be allowed to take the test any time throughout the week the testing window is open. Tests will not be accepted if you go over the time limit.

Quizzes: Fifteen percent (25%) of the final grade will come from online weekly Module Quizzes which will be accessed through D2L online under the "Quizzes" section. The quizzes will evaluate the assigned readings and the in-class lecture notes and may consist of a short 200 word essay and/or multiple choice questions.

Discussion Forum Posts: Twenty percent (35%) of the final grade will come from your participation in the online discussion boards in D2L driven by the weekly module. The student will be required to post a 300 minimum word response answering the questions assigned while addressing the guided module readings each week. Name, titles, citations and quotes do not count toward the word count requirements when given. All written assignments must be written in MLA format. Do not use "it" or "this" in any way. Each posting/answer from 1-3 questions must be your original academic work. Each posting will receive a grade from a "0" to a "4" with a 4 being equivalent to an A.

3 of the 4 discussion points will come from answer and up to 1 point will go toward your responses to 2 other students. Grammar, paragraph creation and citation of sources (if utilized) will also be graded. Do not attach files but post directly into the discussion board. You will not be able to respond to others until you post your original response. Postings and responses to others must be completed by the Sunday by 11:59 p.m. due date and may be extended by the instructor's discretion.

Paulk's Writing Guide

Student must follow my "writing guide" for any writing assignment which can be found in the "Content" section of D2L. Assignments will be graded for content, grammar, and spelling. Name, titles, citations and quotes do not count toward the word count requirements when given. All written assignments must be written in MLA format.

GRADING PHILOSOPHY

"A": clearly outstanding work well beyond requirements put forth for each assignment. An "A" is NOT "satisfactory" work or even "better-than-satisfactory" work that is completed on time or grammatically and syntactically correct. An "A" is exceptional work - insightful, compelling, and extra-ordinary.

"B": excellent work exceeding the requirements put forth for each assignment. A "B" is "better-than-satisfactory" work completed on time and clear of grammatical and syntactical errors.

"C": satisfies the basic requirements put forth for each assignment. A "C" is completed on time and generally clear of grammatical and syntactical errors.

"D": does NOT satisfy the basic requirements put forth for each assignment. A "D" is to be completed on time, but is generally NOT clear of grammatical and syntactical errors. A "D" is a "barely-passing" grade.

"F": does NOT satisfy the basic requirements put forth for each assignments, is generally turned in late (although an "F" may be given to work turned in on time), and is riddled with grammatical and syntactical inconsistencies. An "F" constitutes little effort on the part of the student(s).

Mid Term and/or Final Exam Information:

Midterm Due - April 2

Final Exam Due -FRIDAY May 5, 2023

Outcomes/Objectives

GENERAL EDUCATION PROGRAM LEARNING OUTCOMES/OBJECTIVES

1. **Communication Skills:** Students will demonstrate competence and understanding in both oral and written expression.
2. **Critical Thinking:** Students will demonstrate mastery of discipline-specific problem-solving skills.
3. **Diversity:** Students will interpret and evaluate societal and ethical issues, problems and values specific to time and place.
4. **Technology:** Students will demonstrate competence in use of technology appropriate to course and/or circumstance.

Course Level Student Learning Outcomes/Goals

All courses with multiple sections must use the same wording for all SLOs, and assessments must share common attributes.

1. Students will demonstrate problem-solving skills in the study of the Humanities.

2. Students will demonstrate and ability to interpret and evaluate humanistic expressions.

Course Level SLO #	Gen Ed Outcome #	<u>Summative Assessments</u> (A student artifact: A specific assignment that could be submitted as evidence of a General Education competency)
1	2	1) Students will pass a quiz where they will demonstrate they understand the difference between primary and secondary resources. (2) Students will show in their written assignments that they understand the difference between primary and secondary resources.
2	3	(1) Students will demonstrate the ability to create and support a main idea through a written assignment. (2) Students will communicate awareness through directed class discussion.

Course Policy Statements

COURSE POLICY STATEMENTS: At the beginning of the semester, the instructor must report "no show" students for this course. "No show" indicates the student will be removed from the course. In order to be considered as attending the online course, the student must log in to D2L and complete "Getting Started," step #1. Students will be prompted to complete the Mandatory Attendance quiz by the deadline as given on the course schedule; this quiz will verify students' attendance in the course.

Email me or call and leave and message if you cannot access the Quiz or the forum assignment so that I know your intentions or, so I can possibly assist. Paulke@nfc.edu

Online Class Etiquette:

When taking the course students should read or check on regularly on the D2L News page for assignments, updates, changes and adjustments to the course.

When interacting online with other classmates, all interactions should be conducted academically and professionally.

LATE WORK: Late work will NOT be accepted without penalty except in the event of a documented and instructor approved excuse. Any other unexcused late work accepted will reduced by 10 points per day including weekends and holidays. Always ask if you can turn in work late. If you have any questions or concerns about the class, please email or leave a message on the answering service of my office phone: 850-973-9413.

MISSED EXAMS: Always ask if you can make-up an exam. If you miss an exam, you must provide a documented and instructor approved excuse. Any make-up exam will be administered at a time and place of the instructor's choosing and the exam could be changed to all essay.

Early Alerts

NOTE: In the event that contingent military obligations take effect for the instructor, face to face classes and office hours may be changed to online facilitation. Students will be notified in advance.

****Due to Mr. Paulk's potential military obligations, class rescheduling may arise. The instructor has the right to adjust the schedule and add or remove assignments and will notify the class accordingly.**

COURSE CONTENT AND SCHEDULE:

****NOTE the instructor has the right to adjust the schedule & assignments**

Intro Week: Intro to Humanities

Due: Discussion Forum "Meet and Greet" **and**, Syllabus Quiz due by Sunday Night 11:59 pm

Module 1: What are the Humanities and What are Strong Sources?

Due: Module 1 Discussion, Quiz #1

Module 2: Greek Life and Philosophy

Due: Module Discussion, Quiz #2

Module 3: Foundations of Religions: Christianity

Due: Module Discussion, Quiz #3

Module 4: Foundations of Religions: Islam

Due: Module Discussion, Quiz #4

Module 5: Medieval Philosophy/Life

Due: Module Discussion, Quiz #5

Module 6: Italian and European Renaissance

Due: Module Discussion, Quiz #6

Module 7: The Reformation: Protestant and Catholic

Due: Module Discussion, Quiz #7

MODULE DISCUSSIONS 1-7 DUE Jun 18

MIDTERM EXAM (Modules 1-7) is due by June 25 online under D2L Quizzes Due

Module 8: Baroque art and Music

Due: Module Discussion, Quiz #8

Module 9: Industrial Revolution & the Romantic Era

Due: Module Discussion, Quiz #9

Module 10: Civil War Innovations and Conflict

Due: Module Discussion, Quiz #10,

Module 11: Existentialism and Symbolism

Due: Module Discussion, Quiz #11

Module 12: Photography Art and History

Due: Module Discussion, Quiz #12

Module 13: Create a Module Discussion with Research Essay

Due: Module Discussion, Quiz*

Module 14: Read and Respond to Classmate Module Discussion

Last Class day is May 1, 2023 by 11:59 pm.

MODULE DISCUSSIONS 8-14 11:59 pm July 16

Final Exam (Modules 8-14) is online under D2L Quizzes Due by July 19, 11:59 pm

NFC Information and Policy Statements

Academic Honesty

NFC is committed to providing a high-quality educational experience to all students, and students are expected to follow appropriate and honest academic practices. This information is available in the Academic Regulations section of the college catalog at www.nfc.edu. All cases of academic dishonesty will be reported to the Office of Academic Affairs.

Instructors use www.turnitin.com to review papers and projects for improper citation and/or plagiarism by comparing each student's report against billions of internet pages, a repository of works submitted to Turnitin in the past, and thousands of academic sources. A comparison document called the *Similarity Report* details the areas of a student paper that may have been documented incorrectly or used improperly. **Refer to instructor's course policy statements for usage details.**

Attendance Policy

Regular and consistent attendance facilitates student success. Absences beyond the equivalent of two weeks of class are considered to be excessive and thus may impact a student's course grade. Typically, two weeks of class would be described as follows:

- For a three-credit hour class that meets MW or TR: 4 class meetings (2 weeks).
- For a three-credit hour class that meets once a week for three hours: 2 class meetings (2 weeks).

Students are responsible for material covered during their absence. Refer to instructor makeup policy.

If there is no verifiable participation within the first week of the term, a student will be dropped from the class for non-attendance. This includes classes delivered in face-to-face, online, or hybrid format. See instructor policy.

Textbook Purchases

All required course materials are listed in the Virtual Bookstore tab on NFC's homepage. Course materials purchased through Follett, NFC's only contracted vendor, can be charged against a student's financial aid account. Course materials may also be purchased from any other source with the understanding that these non-Follett purchases cannot be charged against a student's financial aid account.

Used Book Purchases

Students should check the Follett book list found in the Virtual Bookstore tab on NFC's homepage for correct titles and editions. Note: The ISBN listed in Follett may include both the required text and a required access code. When considering purchasing used books, students should be sure the purchase includes the ACCESS CODE in courses where required. If not, the access code must be purchased separately at an additional cost.

Students/Visitors: Where to Park on Campus

If you have any questions about parking on campus, contact Campus Security at (850) 973-0280. Park in designated parking spaces only. Do not park on the grass or in undesignated areas. Faculty/Staff parking areas are to be used only by full- and part-time employees of the college. Faculty and staff parking spaces are lined in yellow and are clearly marked "STAFF". Students and visitors can park in any spaces that are lined in white. **NOTE: Some visitor parking spaces are lined in yellow with the word "Visitor" in the center. These are for visitors only. Students are not allowed to park in these spaces. Vehicles cannot be parked by backing into the space. Any vehicle that is illegally parked will be towed at the owner's expense. Refer to the college catalog or student handbook for all other parking regulations.**

Enforcement: If a vehicle is parked illegally anywhere on campus, it is subject to be towed at the owner's expense (\$85.00+). An illegally parked vehicle will be given a **WARNING on the FIRST OFFENSE**. **There will be no second warning.** Illegally parked vehicles will be **TOWED ON THE SECOND OFFENSE**. Signs will be displayed near parking areas with the name and address of the company to contact if the vehicle is towed.

The company that tows the vehicle is an independent company contracted by North Florida College. The College has no authority to negotiate towing fees and is not in any way responsible for damage or liability to the vehicle or its contents. The company that provides the towing service is:

Jimmie's Firestone
6025 South SR 53
Madison, FL 32340
(850) 973-8546

Campus Security

The administration of NFC works diligently to make the campus as safe as possible. A few of the procedures in place include the use of security officers, the placement of security lights at strategic locations, and the locking of buildings when not in use. Students should always be alert and use normal

precautionary measures at all times. Campus crime statistics are documented annually and are available in the college catalog. Campus security can be contacted at 850-973-0280 from 7:30 a.m. until 11:30 p.m. for assistance while on campus with non-emergency security concerns. All emergency incidents should be reported directly to 911.

Library Services

The Marshall Hamilton Library, located in Building 4 at NFC, is open during the following hours (hours are subject to change):

On Campus:

Monday – Thursday 8:00 a.m. – 7:00 p.m.
Friday 8:00 a.m. – 4:30 p.m.

Virtual appointments:

Monday-Thursday 8:00 a.m. – 4:30 p.m.

Resources and staff are available in the Library to support student learning in the classroom. Students are encouraged to visit our website and use the online resources. Students may make an appointment to receive help or use computers during the posted hours. Librarians are on duty to help with questions and research strategies. To gain access to the Library's extensive collection of electronic resources such as eBooks and academic databases with full-text articles, students will use the Single Sign-on through the MyNFC portal or Library Website. Students should contact the library at library@nfc.edu or call (850) 973-1624 if they are having login issues. Online library resources are available to students 24 hours a day through the Library's website, <https://www.nfc.edu/learning-resources/>. Wireless Internet is also accessible in the Library and on the patio after hours. Specific policies and regulations applicable to the Library are available in the Library or by visiting the Library's website.

Academic Success Center

The Academic Success Center (ASC) exists to provide all NFC students, regardless of academic proficiency, the help and support necessary to ensure successful completion of studies and programs. Services include one-on-one peer and professional tutoring assistance, online tutoring, organized group study sessions, workshops, study skills training, academic coaching, web resources, and more. The ASC takes pride in working closely with faculty and staff to develop resources and to support the various academic programs offered at NFC.

Walk-in and by appointment services: Students may visit the ASC (Bldg. 4) for in-person services or make an appointment to receive in-person or virtual academic support services during the posted hours:

Monday-Thursday 8:00 a.m. – 5:30 p.m.
Friday 8:00 a.m. – 4:30 p.m.

- **Workshops, organized group study sessions, and professional tutoring:** See the ASC calendars and schedules on NFC's website for specific dates, times, and delivery methods. For additional information visit <https://guides.nfc.edu/asc>.

Smarthinking Online Tutoring

Online tutoring is available to NFC students 24 hours a day, 7 days a week, through Smarthinking. Each NFC student has access to a Smarthinking account and 240 minutes of free tutoring services. Located in D2L, Smarthinking offers a variety of tutoring services including drop-in live sessions, scheduled sessions, submit a question, and writing center submissions. Smarthinking covers a wide range of subjects like basic math, algebra, statistics, trigonometry, calculus, chemistry, physics, accounting, reading and writing (all subjects). Sessions are archived and available for students to review at any time for studying or test preparation.

For more information about accessing the Smarthinking online tutoring service, see the ASC webpage or contact Elizabeth Gonzales at gonzalese@nfc.edu or (850) 973-1719 and/or Brianna Kinsey at kinseyb@nfc.edu or (850) 973-9458.

For **any** additional information regarding services provided by the **Academic Success Center**, please contact any of the following:

- Elizabeth Gonzales, Academic Success Center Coordinator (850) 973-1719 / gonzalese@nfc.edu
- Academic Success Center (ASC) (850) 973-1624 / asc@nfc.edu

Americans with Disabilities Act

NFC is dedicated to the concept of equal opportunity. Students desiring modifications in class or on campus due to a disability may choose to inform the instructor at the beginning of the semester or contact the Disability Resource Center directly. Accommodations and modifications will be made after the student registers with the Disability Resource Center and provides appropriate documentation of disability. After the documentation is evaluated, the instructor may be involved in providing accommodations to equalize the student's educational experience. Students may call (850) 973-1683 (V) or (850) 973-1611 (TTY) for an appointment or additional information.

Technology Access

All NFC online learning tools are available on the MyNFC portal. To access the portal, students should click the MyNFC link at the top of the NFC website (<http://www.nfc.edu>) or type the following URL into the Internet address bar: <https://my.nfc.edu>. **When accessing the portal for the first time, students should click the "First Time User" link and follow the instructions to set up the account.**

Each NFC student is provided an email account through GoMail. The student's GoMail account is the official email address used by faculty and staff for communication with the student. A student can access his/her GoMail account via the MyNFC portal. Students are expected to check their GoMail accounts regularly.

Desire2Learn (D2L) is the learning management system that houses all online and supplemented face-2-face courses. Students can log in to an online or supplemented course by accessing the MyNFC portal. Students will then see their course(s) listed under the "My Courses" widget on the D2L homepage. Click the name of the course to begin.

Student Ombudsman

The Student Ombudsman provides confidential, informal, and neutral assistance to students seeking to resolve disputes or address issues of importance. The Student Ombudsman does **not** serve as a student *advocate*, but rather serves as a guide to assist students in the navigation of College organizational structure and in understanding of policies and procedures. David Paulk is the current Student Ombudsman. He can be reached at (850) 973-9418 or paulkd@nfc.edu.

Equal Opportunity Statement

North Florida College is dedicated to the concept of equal opportunity and access to all programs and activities. In accordance with federal and state laws, and College policy, NFC does not discriminate in any of its policies, procedures or practices on the basis of race, ethnicity, color, religion, sex, national origin, gender, age, disability, pregnancy, marital status, genetic information or any other characteristic protected by law. Inquiries or complaints regarding equity issues of any nature may be directed to Denise Bell, Equity Coordinator, 325 NW Turner Davis Drive, Madison, FL 32340, Telephone (850) 973-9481 or email equity@nfc.edu.

Student Rights

As members of the College community, students have certain rights that include the following.

Students have the

- Right to a quality education;
- Right to freedom of expression;
- Right to hold public forums;
- Right to peacefully assemble;
- Right to a fair and impartial hearing;
- Right to participate in Student Government;
- Right to be a member in authorized student organizations;
- Right to appeal College decisions through established grievance procedures;
- Right of personal respect and freedom from humiliation and control;
- Right to make the best use of the student's time and talents and to work toward the goal which brought the student to the College; and
- Right to ask about and recommend improvements in policies that affect the welfare of students.

Student Responsibilities

As members of the College community, students have certain responsibilities that include the following.

Students are

- Expected to assume responsibility for knowing the rules, regulations and policies of the College;
- Expected to meet the course and graduation requirements of the students' program of study;
- Expected to keep college records current with up-to-date addresses and other information;
- Expected to meet with an academic advisor at least once each term;
- Expected to comply with College rules, regulations and policies; and
- Expected to behave in a manner which demonstrates respect for others and self.

Student Rights Under the Family Educational Rights and Privacy Act (FERPA)

FERPA affords students certain rights with respect to their educational records.

1. The right to inspect and review the student's educational records.
2. The right to request the amendment of the student's educational records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights.
3. The right to consent to disclosure of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosures without consent.
4. The right to file with the U.S. Department of Education a complaint concerning alleged failures by North Florida College to comply with the requirements of FERPA. Please write to: U.S. Department of Education, 600 Independence Ave. S.W., Washington, D.C. 20203.
5. The right to obtain a copy of North Florida College's student record policy from the Office of the Registrar, North Florida College, 325 NW Turner Davis Drive, Madison, Florida 32340.

Vulnerable Persons Act

All faculty and staff of North Florida College are required by law to report any type of abuse of minors that they witness or become aware of through written or verbal communication, regardless of the time that has passed since the abuse occurred. Students are advised that any information, written or verbal, communicated in this class, or to the instructor in any way, in regards to any willful act or threatened act that results in any physical, mental, or sexual abuse, injury, or harm that causes or is likely to cause harm to the physical, mental, or emotional health of another to be significantly impaired is subject to disclosure as required per Florida State Statutes.